

DATE APPLICATION RECEIVED: _____

APPLICATION FOR SUBDIVISION/ANNEXATION – TOWN OF SUTTON

1. Name of Project (if applicable)_____
2. Tax Map and Lot Number_____
3. Street Address_____
4. Owner's Name_____Tel. #_____
5. Owner's Address_____
6. Applicant's Name (if not owner)_____Tel. #_____
7. Applicant's Address_____
8. Engineer's Name_____
9. Engineer's Address_____
10. Surveyor's Name_____
11. Surveyor's Address_____

We, the undersigned, certify that this application includes:

- 1) All the requirements in Section V of the Subdivision Regulations;
- 2) Application fees;
- 3) Any requested waivers in writing;
- 4) Eight (8) copies of the paperwork for minor subdivisions and twelve (12) copies of paperwork for major subdivisions;
- 5) A list of all abutters verified at the Merrimack Registry of Deeds within 7 days of filing;
- 6) Their names and addresses verified with town records within five (5) days of filing;
- 7) Approvals from the NH Water Supply and Pollution Control Commission for any lots under five (5) acres; and
- 8) A copy of a letter to the Board of Selectmen confirming that the land is not in current use or describing any proposed changes to current use.

We, the undersigned, hereby apply for approval of a subdivision or annexation in accordance with the regulations of the Planning Board of the Town of Sutton. We are familiar with applicable state and local regulations.

- Applications must be received by the Town at lest 20 days prior to the meeting at which time they will be considered for acceptance.

SIGNATURE of Owner_____Date_____

SIGNATURE of Applicant_____Date_____

SIGNATURE of Engineer_____Date_____

SIGNATURE of Surveyor_____Date_____

**SITE PLAN REVIEW APPLICATION
TOWN OF SUTTON, NEW HAMPSHIRE**

1. Name of Project (if applicable):_____
2. Tax Map_____ Lot #_____
3. Street Address:_____
4. Owner's Name and Address:_____
- _____ Tel.#_____
5. Applicant's name (if not owner) & Address:_____
- _____ Tel.#_____
6. Engineer/Architect (if applicable) & Address:_____
- _____ Tel.#_____
7. Surveyor's Name & Address:_____
- _____ Tel.#_____

Only a completed application will be processed by the Planning Board. Please see the checklist in Article VIII of the Site Plan Review Regulations of the Town of Sutton.

We, the undersigned, hereby apply for approval of a site plan in accordance with the regulations of the planning board of the Town of Sutton. We are familiar with the applicable state and local regulations.

Owner:_____

Applicant:_____

Engineer/Architect:_____

Surveyor:_____

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Checklist for the Planning Board

Date completed application received by PB Secretary_____

Date application formally accepted by PB_____

Date(s) of public hearing(s)_____

Decision_____ Date_____

APPLICATION FOR WAIVER OF SUBDIVISION/SITE PLAN REVIEW REQUIREMENT

Date:_____

To the Chairman and Members of the Sutton Planning Board:

On (date) I submitted a plan for (subdivision/site plan review) approval to the Board, entitled _____ and prepared by _____. Pursuant to Section X of the Board's regulations, I am requesting a waiver from the following items for reasons stated below:

1. _____

2. _____

3. _____

Respectfully submitted,

This image shows a full page of white paper with horizontal ruling lines. The lines are evenly spaced and run across the width of the page. There are no margins, text, or other markings on the paper.

TOWN OF SUTTON
PLANNING BOARD

ABUTTER(s) list

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

Map/Lot # _____ - _____

Name: _____

Address: _____

City, State & Zip _____

**PLANNING BOARD
FEE SCHEDULE**

Subdivision or Annexation:

Minor subdivision or annexation
(1, 2 or 3 lots/sites/units)

\$100.00 filing fee
\$100.00 per lot/site/unit
All notification costs
All consultancy costs
***recording fee – if approved**

Major subdivision or annexation
(4+ lots/sites/units)

\$200.00 filing fee
\$200.00 per lot/site/unit
All notification costs
All consultancy costs
***recording fee – if approved**

Site Plan:

All site plans for commercial or
Multi-unit residential development

\$200.00 filing fee
\$100.00 for 1000 sq. feet of area
of existing or proposed
construction or portion thereof
All notification costs
All consulting costs

*Recording Fees:

\$ 70.00 for the first mylar sheet
\$ 40.00 for each additional sheet
\$ 16.00 for the first page of decision
\$ 4.00 for every additional page

Scenic Road Work Approvals

\$100.00 filing fee plus reimbursement for publishing costs

Send applications to:

**Linda D. Ford, Landuse Coordinator
Sutton Planning Board
PO Box 487
North Sutton, NH 03260
603-927-4115**